

TOWN OF DAVIE TOWN COUNCIL AGENDA REPORT

TO: Mayor and Councilmembers

FROM/PHONE: Herb Hyman/797-1016

SUBJECT: Resolution

AFFECTED DISTRICT: n/a

TITLE OF AGENDA ITEM: A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, SELECTING THE FIRM OF TELESWITCH, INC. TO SUPPLY AND INSTALL A VOICE AND DATA COMMUNICATION SYSTEM AND AUTHORIZING THE TOWN ADMINISTRATOR OR HIS DESIGNEE TO NEGOTIATE AN AGREEMENT FOR SUCH SERVICES.

REPORT IN BRIEF: The Town solicited competitive sealed proposals for supplying and installing a voice and data communication system for all Town facilities except for the Police Department which has a recently installed system. RFP documents were sent to sixty-seven (67) prospective proposers. Additionally, the bid was advertised state-wide in Florida Bid Reporting and nationally in BidNet and also posted on the Town's web site. The Town received eleven (11) proposals. The selection committee short listed the top six (6) proposers to demonstrate their product. After the demonstrations, the committee reconvened and short listed again to the top two (2) proposers and invited those vendors to make an oral presentation. Following oral presentations, the selection committee ranked the firms. The recommendation is for Teleswitch, Inc. as the top ranked firm in accordance with the ranking totals attached hereto.

PREVIOUS ACTIONS: Not applicable.

CONCURRENCES: The firm of Teleswitch, Inc. was chosen by the selection committee.

FISCAL IMPACT:

Has request been budgeted? yes

If yes, expected cost: to be negotiated

Account Name: Capital Improvement Program-PBX and Wiring Account

Additional Comments: Not applicable

RECOMMENDATION(S): Motion to approve the resolution.

Attachment(s):

Procurement Authorization

Selection Committee Rankings

RESOLUTION NO. _____

A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, SELECTING THE FIRM OF TELESWITCH, INC. TO SUPPLY AND INSTALL A VOICE AND DATA COMMUNICATION SYSTEM AND AUTHORIZING THE TOWN ADMINISTRATOR OR HIS DESIGNEE TO NEGOTIATE AN AGREEMENT FOR SUCH SERVICES.

WHEREAS, the Town solicited proposals to supply and install a voice and data communication system; and

WHEREAS, the selection committee has selected Teleswitch, Inc. as the firm best qualified to provide the required services; and

WHEREAS, it is in the Town's best interest to execute a contract for such services.
NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF DAVIE, FLORIDA:

SECTION 1. The Town Council of the Town of Davie does hereby accept the selection of Teleswitch, Inc. as the firm best qualified to provide the required services and authorizes the Town Administrator or his designee to negotiate an agreement for such services and present that contract for approval at a future meeting date. Should no agreement be reached with the highest ranking firm, then the Town Administrator or his designee shall negotiate with the next ranked firm and present that agreement for approval.

SECTION 2. This resolution shall take effect immediately upon its passage and adoption.

PASSED AND ADOPTED THIS _____ DAY OF _____, 2003

MAYOR/COUNCILMEMBER

Attest:

Town Clerk

TOWN OF DAVIE PROCUREMENT AUTHORIZATION

| | | |
|------------------------|--|-------------------------|
| <u>ACCOUNT NUMBER.</u> | <u>BUDGET ITEM & DESCRIPTION</u> | <u>APPROXIMATE COST</u> |
| 03002995136951 | Voice/Data Communications System and Network Infrastructure | \$317,000 |

METHOD OF PROCUREMENT (check the one that applies)

- ☐ Open Competitive Bidding
☐ Piggyback on Contract Number _____
☐ Sole Source
☒ Request For Proposals

SPECIFICATIONS & LIST OF VENDORS MUST BE ATTACHED

Signed _____
Department Head

Have Funds been Reserved LA

Date 6/20/03 Signed JA

Signed _____
Town Administrator

| | <u>SUBMITTED</u> | <u>BIDS</u> |
|-----------------------|------------------|----------------------|
| <u>VENDOR</u> | | <u>COST</u> |
| TELESWITCH, INC. | | RANKED 1ST |
| 3COM | | RANKED 2ND |
| THE PRESIDIO CORP. | | DID NOT MAKE 2ND CUT |
| COLLUMON TECHNOLOGIES | | DID NOT MAKE 2ND CUT |
| VERIZON | | DID NOT MAKE 2ND CUT |
| BELL SOUTH | | DID NOT MAKE 2ND CUT |
| METRO PARK | | NOT RANKED |
| SYNAPSE SYSTEMS | | NOT RANKED |
| INTER-TCL | | NOT RANKED |
| CELTIC COMMUNICATIONS | | NOT RANKED |
| MASTEC NORTH AMERICA | | NOT RANKED |

Signed _____
Procurement Manager

| <u>TOWN ADMINISTRATOR'S RECOMMENDATION</u> | |
|--|-------------|
| <u>Vendor</u> | <u>Cost</u> |
| TELESWITCH, INC. | RANKED 1ST |

Signed _____
Town Administrator

| | A | B | C | D |
|----|-------------------|--------------------------|-----------------|---|
| 1 | | | | |
| 2 | | | | |
| 3 | | VOICE & DATA COMM SYSTEM | | |
| 4 | | | | |
| 5 | | | | |
| 6 | COMMITTEE MEMBERS | TELESWITCH | 3COM | |
| 7 | | | | |
| 8 | C. MENKE | 1 | 2 | |
| 9 | R. MUNIZ | 1 | 2 | |
| 10 | K. COHEN | 1 | 2 | |
| 11 | B. BERNARD | 1 | 2 | |
| 12 | F. APICELLA | 1 | 2 | |
| 13 | M. KUTNEY | ABSENT | | |
| 14 | D. DIPETRILLO | 1 | 2 | |
| 15 | B. UNDERWOOD | 1 | 2 | |
| 16 | H. HYMAN | 1 | 2 | |
| 17 | | | | |
| 18 | | | | |
| 19 | TOTAL | 8 | 16 | |
| 20 | | | | |
| 21 | RANKING | 1 ST | 2 ND | |

